

**FINANCE COMMITTEE****Town of Grafton**

30 Providence Road

Grafton, MA 01519

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GRAFTON, MA
2015 DEC 17 AM 9 49**April 22, 2008****Public Meeting of the Finance Committee****Public Hearing of the Finance Committee****7:30 P.M.**

The public meeting and public hearing of the Finance Committee were called to order at 7:30 P.M.

Finance Committee members present:

Fred Churchill, Don Davison (7:33 P.M.), Bob Foley, Doris Metivier, Sandy Merrill, Gary Murray, Sue Robbins, Dave Ross (7:33 P.M.)

No Finance Committee members were absent.

John Stephens is present to discuss the articles for the Community Preservation Committee.

Article 40

Remediation and new windows

The South Grafton Community House Committee will be making sure that the paint is lead free.

Article 39

Affordable Housing

Very narrow window

It is geared to the developer.

Build up funds in order to act quickly and allows the Town to have a little more control.

Article 38

Extension

Article 41

Two separate funding sources

Article 42

Approximately \$240,000 is needed for Riverview Park and the additional \$141,000 will bring the total to what is needed to complete the project.

Any funds that are left over will be going back to CPC funds.

Article 20

School Feasibility Study

Members present to review this article with the Finance Committee (see sign in sheet)
Solution

The committee will know enough to have knowledge of construction costs, etc.

50.79% is the reimbursement figure.

budget \$300,000-\$500,000 estimated the cost of the feasibility study and the \$50,000 for a manager.

Approved April 22, 2008 Minutes of the Finance Committee

Request for qualifications (RFQ)

Needs to be bonded and borrowed against

5 year borrowing period

The entire amount is bondable.

Process must be followed in order for the....

The article is correct.

Town appropriates \$550,000

The town goes out and gets the bids and the state oversees the selection process.

Go to the state they say ok

Go to bond

Reimbursement begins to retire the debt early.

Karen Gauthier will have the breakdown for town meeting presentation.

All funds must be used for the construction project.

The state will reimburse the beginning of the project even if the Town does not decide to go through with the second stage of the project.

Don Davison editorialized that it is a shame this project will have to go exempt of Prop 2.5.

Is going out to bond the best way to fund this project? The Board of Selectmen and Town Administrator concur that this is the best way.

The bonding will have this project bonded in with the Fire Department.

Article 46

Motion: Fred Churchill moved that the Finance Committee opposes passage of Article 46.

Seconded: Bob Foley. All in favor. Motion carries.

Article 47

Motion: Fred Churchill moved that the Finance Committee opposes passage of Article 47.

Seconded: Bob Foley. All in favor. Motion carries.

Article 6

Article 6 will be revisited on April 23, 2008.

Article 7

Motion: Sue Robbins moved that the Finance Committee recommends passage of Article 7.

Seconded: Dave Ross.

Discussion:

2.50% raise in FY09

2.50 raise in FY10

Tight fiscal times discussion.

Motion carries.

Approved April 22, 2008 Minutes of the Finance Committee

Review, voting, and creation of recommendations for the Warrant prepared for the Annual Town Meeting scheduled for Monday, May 14, 2008

Article 1

Voted 04/17/2008

Motion: Fred Churchill moved that the Finance Committee recommend passage of Article 1.

Seconded: Don Davison. All in favor. Motion carries.

Assignment: 4/22/2008 Susan Fiacco

Finance Committee recommends passage of Article 1.

Finance Committee supports the appointment of the nominees for the positions of the Nelson Park and Memorial Library Trustees.

Article 2

Voted 4/17/2008

Motion: Don Davison moved that the Finance Committee recommend passage of Article 2.

Seconded: Dave Ross. All in favor. Motion carries.

Assignment: Susan Fiacco

Finance Committee recommends acceptance of these reports.

Article 3

Voted 04/17/2008

Motion: Don Davison moved that the Finance Committee recommend passage of Article 3.

Seconded: Dave Ross. All in favor. Motion carries.

Assignment: *Don Davison

Article 3

Finance Committee recommends passage of Article 3 in the amount of \$886,296.

This article represents the Town of Grafton's share of payment due to the Blackstone Valley Vocational Regional School District for the Fiscal Year commencing July 1, 2008.

Article 4

Voted 04/17/2008

Motion: Don Davison moved that the Finance Committee recommend passage of Article 4.

Seconded: Sandy Merrill. All in favor. Motion carries.

Assignment: *Don Davison

Article 4

Finance Committee recommends passage of Article 4 in the amount of \$73,857.00.

The article allows the Town to pay its share of the Fiscal Year 2009 interest expense incurred relative to the Blackstone Valley Vocational Regional School District's Capital Expansion Project.

Approved April 22, 2008 Minutes of the Finance Committee

Article 5

Voted 4/17/2008

Motion: Don Davison moved that the Finance Committee recommend passage of Article 5.

Seconded: Sandy Merrill. All in favor. Motion carries.

Assignment: *Don Davison

Article 5

Finance Committee recommends passage of Article 5 in the amount of \$71,089.

This article provides funds for the Blackstone Valley Vocational School Stabilization Fund.

Article 6 – Vote needed 4/23/2008

No Vote taken on 4/22/2008

Reviewed 4/17/2008

4/17/2008 Motion: Don Davison moved that the Finance Committee recommend passage of Article 6.

No Second.

Don Davison withdrew his motion.

Assignment: Fred

This article concerns FY09 salary increases for Town personnel.

Article 7 - Voted 4/22/2008

Reviewed 4/17/2008

Motion: Sue Robbins moved that the Finance Committee recommend passage of Article 7.

Seconded: Dave Ross. Motion carries.

Aye: Doris Metivier, Sue Robbins, Dave Ross, Fred Churchill, Don Davison, Sandy Merrill.

Naye: Bob Foley, Gary Murray

Article 8

Voted 4/17/2008 (Confirm motion and second)

Motion: Don Davison moved that the Finance Committee recommend passage of Article 8 in the amount of \$38,104,378.00

Seconded: Fred Churchill. Discussion. All in favor. Motion carries.

Assignment: Dave

All budgets were reviewed and Fred Churchill asked to review the School Department budget.

All funding for the budgets – how funded- how much coming out of stabilization- none
Free cash about \$1 million

Capital budget is funded by stabilization in the amount of \$1 million.

The School Department is already taking a 2 million dollar hit but the budget is now being put towards health and retirement.

Doris Metivier is in favor of giving the School Department the funds with the understanding that the unspent funds will be returned. Part of the understanding is that no other funds will be requested.

Approved April 22, 2008 Minutes of the Finance Committee

Discussion regarding the new budget process of having the School Department now responsible for the health and retirement benefits and liabilities.

Bob Foley is in favor of just giving the School Department the funds.

Because the Superintendent of Schools has spent all of his funds in FY08, Sue Robbins will express her disappointment on behalf of the Finance Committee that he has reduced free cash as a result of this action.

Don Davison

Corresponding free cash will be reduced for FY10.

Used up all of the articles, all of the land funds, and all of the slush funds have been used.

The overlay funds need to be protected from the use of Town operations.

The Finance Committee recommends passage of Article 8 in the amount of \$38,104,378.00.

The Finance Committee, in conjunction with the Town Administrator, the School Committee, Department Heads, Boards and Commissions, has worked extremely hard these past couple of months to develop and bring forth an equitable and balanced budget for fiscal 2009. The budget process has been challenging for all parties as not only is revenue growth slowing, but healthcare, retirement and sanitation costs are rising. The proposed FY09 budget listed in this article is a 3.74% or \$1,372,834 increase over the prior year – of which healthcare, retirement and sanitation account for \$980,189 or 71.4% of the total increase. These town wide costs put the town in a difficult situation, forcing departments to put new hires, new equipment and new supplies on hold. This proposed budget will mean the elimination of existing positions on both the municipal and school sides, unfortunately we, as a town, must control our spending as much as possible, for FY10 and possibly FY11 will be even more challenging financial years for Grafton.

Article 9

Voted 4/17/2008

Motion: Don Davison moved that the Finance Committee recommend passage of Article 9 in the amount of \$2,342,800.00 with the following funding sources: Chapter 90 funds in the amount of \$1,250,000.00; Sewer Free Cash in the amount of \$455,000.00; the Stabilization Fund in the amount of \$637,800.00.

Seconded: Fred Churchill. All in favor. Motion carries.

Assignment: Dave

The Finance Committee recommends passage of Article 9 in the amount of \$2,342,800.00.

This capital budget will fund the listed projects with the following funding sources:

| | |
|--------------------|----------------|
| Chapter 90 Funds | \$1,250,000.00 |
| Sewer Free Cash | \$455,000.00 |
| Stabilization Fund | \$637,800.00 |

Chapter 90 Funds are received from the State under the provisions of the Transportation Bond Bill and can only be used on infrastructure projects – for FY09 these projects are Reconstruct North Street, Reconstruct Willard Street and Brigham Hill Drainage.

Approved April 22, 2008 Minutes of the Finance Committee

Article 10 –Vote needed 4/23/2008

No Vote taken 4/22/2008

Reviewed 4/17/2008

Motion:

Seconded:

Assignment: *Bob

Article 11

Voted 4/17/2008

Motion: Don Davison moved that the Finance Committee recommend passage of Article 11.

Seconded: Sue Robbins. All in favor. Motion carries.

Assignment: Susan Fiacco

Finance Committee recommends passage of Article 11.

This article is routine annual business. There is no change in the rate from last year.

Article 12

Voted 4/17/2008

Motion: Don Davison moved that the Finance Committee recommend passage of Article 12.

Seconded: Sue Robbins. All in favor. Motion carries.

Assignment: Susan Fiacco

Finance Committee recommends passage of Article 12.

This article is routine annual business. There is no change in the rate from last year.

Article 13

Voted 4/17/2008

Motion: Fred Churchill moved that the Finance Committee recommend passage of Article 13.

Seconded: Don Davison. All in favor. Motion carries.

Assignment:

Finance Committee recommends passage of Article 13.

This article allows the Board of Selectmen to conduct routine Town business.

Article 14

Voted 4/17/2008

Motion: Don Davison moved that the Finance Committee recommend passage of Article 14

Seconded: Bob Foley. All in favor. Motion carries.

Assignment: Susan Fiacco

Finance Committee recommends passage of Article 14.

Since we are so fortunate as to have a Call Fire Department, it is important that the Town protect the wages of our fire fighters in case of injury while in service to the Town by paying them, while disabled, 75% of their regular wages. The Finance Committee concurs with the Board of Selectmen that this article not exceed \$1,000.00.

Approved April 22, 2008 Minutes of the Finance Committee

Article 15 - Vote needed 4/23/2008

No vote taken 4/22/2008

Reviewed 4/17/2008

Motion:

Seconded:

Assignment: *Gary

Article 16 - Vote needed 4/23/2008

No vote taken 4/22/2008

Reviewed 04/17/2008

Motion:

Seconded:

Assignment: *Don Davison

Article 16

Finance Committee recommends passage of Article 16

This article is an annual expense that provides our seniors with vital transportation that they would otherwise be unable to secure on their own.

Article 17

Voted 4/17/2008

Motion: Don Davison moved that the Finance Committee recommend passage of Article 17.

Seconded: Fred Churchill. All in favor. Motion carries.

Assignment: Susan Fiacco

Finance Committee recommends passage of Article 17 in the amount of \$2,700.00

These funds will be used to maintain the Common in the future. Since maintenance is an ongoing project on the Town's Common, placing the funds in a warrant article is a fiscally prudent manner to handle these projects.

Article 18

Voted 4/17/2008

Motion: Fred Churchill moved that the Finance Committee recommend passage of Article 18 as listed.

Seconded: Bob Foley. All in favor. Motion carries.

Assignment: Susan Fiacco

Finance Committee recommends passage of Article 18.

Finance Committee accepts the list of hydrants from the Grafton Water District.

Article 19

Voted 4/17/2008

Motion: Don Davison moved that the Finance Committee recommend passage of Article 19 as listed.

Seconded: Bob Foley. All in favor. Motion carries.

Assignment: Susan Fiacco

Finance Committee recommends passage of Article 19.

Finance Committee accepts the list of hydrants from the South Grafton Water District.

Approved April 22, 2008 Minutes of the Finance Committee

Article 20 - Voted 4/22/2008

Reviewed 4/17/2008

What is bondable?

Motion: Fred Churchill moved that the Finance Committee recommend passage of Article 20.

Seconded: Dave Ross. All in favor. Motion carries.

***Assignment: Gary Murray**

Article 20

Article 21

Voted 4/17/2008

Motion: Fred Churchill moved that the Finance Committee recommend passage of Article 21.

Seconded: Dave Ross. All in favor. Motion carries.

Assignment: *Fred

Article 21

Finance Committee recommends passage of Article 22.

This easement will allow the Town to do necessary drainage work on Willard Street.

Article 22

Voted 4/17/2008

Motion: Fred Churchill moved that the Finance Committee recommend passage of Article 22.

Seconded: Bob Foley. All in favor. Motion carries.

Assignment: *Fred Churchill

Article 22

Finance Committee recommends passage of Article 22.

This easement will allow the Town to do necessary drainage work on Willard Street.

Article 23 - Vote needed 4/23/2008

No vote taken 4/22/2008

Reviewed 4/17/2008

Motion: Don Davison moved that the Finance Committee recommend passage of Article 23.

No Second.

Don Davison withdrew his motion.

Assignment: *Sandy

Article 24

Voted 4/17/2008

Motion: Fred Churchill moved that the Finance Committee recommend passage of Article 24.

Seconded: Don Davison. All in favor. Motion carries.

Assignment: Susan Fiacco

Finance Committee recommends passage of Article 24.

This article reauthorizes the revolving fund that will allow the Town to receive rents and pay expenses connected with managing the "Old Town Hall."

Approved April 22, 2008 Minutes of the Finance Committee

Article 25 - Voted 4/22/2008

Reviewed 4/17/2008

Motion: Don Davison moved that the Finance Committee recommend passage of Article 25 not to exceed \$11,000.00

Seconded: Bob Foley. All in favor. Motion carries.

This article reauthorizes the revolving fund that will allow the Town to
4/22/2008 Assignment: Dave Ross

The Finance Committee recommends passage of Article 25 not to exceed \$11,000.00. These funds will allow the town to hire a third party vendor to process Medicaid claim forms for school department employees. The projected revenue to the town from this work is estimated to be in the range of \$145,000 for FY09.

Article 26

Voted 4/17/2008

Motion: Bob Foley moved that the Finance Committee recommend passage of Article 26.

Seconded: Don Davison. All in favor. Motion carries.

Assignment: Bob Foley

Finance Committee recommends passage of Article 26.

Article 27

Voted 4/17/2008

Motion: Fred Churchill moved that the Finance Committee recommend passage of Article 27.

Seconded: Don Davison. All in favor. Motion carries.

Assignment: Susan Fiacco

Article 27

This article allows the Board of Health to establish a revolving account to receive payment from Medicare or a third party provider for the distribution of influenza and pneumococcal vaccines not to exceed \$3,000.00.

Article 28

Voted 4/17/2008

Motion: Don Davison moved that the Finance Committee recommend passage of Article 28.

Seconded: Bob Foley. All in favor. Motion carries.

Assignment: Gary

Article 28

Article 29

Voted 4/17/2008

Motion: Fred Churchill moved that the Finance Committee recommend passage of Article 29.

Seconded: Don Davison. All in favor. Motion carries.

Assignment: Susan Fiacco

The Finance Committee recommends passage of Article 29.

This article allows the Town to receive Chapter 90 funds as a reimbursement for projects accepted by the provisions of the Transportation Bond Bill.

Approved April 22, 2008 Minutes of the Finance Committee

Article 30

Voted 4/17/2008

Motion: Don Davison moved that the Finance Committee recommend passage of Article 30.

Seconded: Bob Foley. All in favor. Motion carries.

Assignment: Susan Fiacco

Finance Committee recommends passage of Article 30.

This article allows the School Department to maintain a revolving account for the purpose of receiving payment from other school districts interested in attending our Staff Training Workshops.

Article 31

Voted 4/17/2008

Motion: Don Davison moved that the Finance Committee recommend passage of Article 31.

Seconded: Bob Foley. All in favor. Motion carries.

Assignment: Susan Fiacco

Finance Committee recommends passage of Article 31.

This article allows the School Department to maintain a revolving account for the purpose of receiving payment for tuition collected from participants in the Early Childhood Program.

Article 32

Voted 4/17/2008

Motion: Don Davison moved that the Finance Committee recommend passage of Article 32.

Seconded: Bob Foley. All in favor. Motion carries.

Assignment: Susan Fiacco

Finance Committee recommends passage of Article 32.

This article reauthorizes a revolving fund to receive payments for out of district student transportation.

Article 33

Voted 4/17/2008

Motion: Fred Churchill moved that the Finance Committee recommend passage of Article 33.

Seconded: Don Davison. All in favor. Motion carries.

Assignment: Susan Fiacco

Finance Committee recommends passage of Article 33.

This article is a routine authorization that allows the Council on Aging to meet the transportation requirement of our seniors.

Article 34

Voted 4/17/2008

Motion: Fred Churchill moved that the Finance Committee recommend passage of Article 34.

Seconded: Don Davison. All in favor. Motion carries.

Assignment: Susan Fiacco

Approved April 22, 2008 Minutes of the Finance Committee

Finance Committee recommends passage of Article 34.

This article reauthorizes a revolving fund to receive outside payments for Fire Sprinkler System Review.

Article 35

Voted 4/17/2008

Motion: Don Davison moved that the Finance Committee recommend passage of Article 35.

Seconded: Bob Foley. All in favor. Motion carries.

Assignment: Susan Fiacco

Finance Committee recommends passage of Article 35 in the amount of \$20,000.00. These funds will be used by the Department of Public Works for various sidewalk projects within the Town.

Article 36

Voted 4/17/2008

Motion: Fred Churchill moved that the Finance Committee recommend passage of Article 36.

Seconded: Don Davison. All in favor. Motion carries.

Assignment: Susan Fiacco

Finance Committee recommends passage of Article 30 in the amount of \$20,000.00. These funds will be used by the Department of Public Works for various drainage projects within the Town.

Article 37

Voted 4/17/2008

Motion: Sue Robbins moved that the Finance Committee recommend passage of Article 37.

Seconded: Don Davison. All in favor. Motion carries.

Assignment: Susan Fiacco

Article 37

Finance Committee recommends passage of Article 37.

This article is a routine procedural article necessary to set aside Community Preservation funds for current operating and administrative budgets.

Article 38

Voted 4/17/2008

Motion: Bob Foley moved that the Finance Committee recommend passage of Article 38.

Seconded: Dave Ross. All in favor. Motion carries.

Assignment: Don Davison

Article 38

Finance Committee recommends passage of Article 38.

This article will allow CPC extra time to accomplish the registration.

Article 39 - Voted 4/22/2008

Reviewed 4/17/2008

Motion: Don Davison moved that the Finance Committee recommend passage of Article 39.

Seconded: Bob Foley. All in favor. Motion carries.

Approved April 22, 2008 Minutes of the Finance Committee

4/22/2008 Assignment: Fred Churchill

Article 39

Finance Committee recommends passage of Article 39.

There is a time limit of 2 to 4 months to act on new “affordable housing”. These funds are being added to an existing fund so that the Committee can act quickly when “affordable housing” becomes available. This article satisfies the minimum affordable housing component of the CPC program.

Article 40 - Voted 4/22/2008

Reviewed 4/17/2008

Voted 4/22/2008

4/22/2008 Needs Vote (reviewed 4/17/2008)

Motion: Don Davison moved that the Finance Committee recommend passage of Article 40..

Seconded: Bob Foley. All in favor. Motion carries.

Assignment: *Sandy

Article 40

Article 41 - Voted 4/22/2008

Reviewed 4/17/2008

Motion: Fred Churchill moved that the Finance Committee recommend passage of Article 41.

Seconded: Don Davison. All in favor. Motion carries.

Assignment: *Bob

Article 42 - Voted 4/22/2008

Reviewed 4/17/2008

Motion: Fred Churchill moved that the Finance Committee recommend passage of Article 42.

Seconded: Don Davison. All in favor. Motion carries.

Assignment: Gary

Article 43 - Voted 4/22/2008

Reviewed 4/17/2008

Motion: Bob Foley moved that the Finance Committee recommend passage of Article 43.

No Second.

Bob Foley withdrew his motion.

Motion: Fred Churchill moved that the Finance Committee recommend passage of Article 43.

Seconded: Gary Murray. All in favor. Motion carries.

Assignment: Don Davison

Article 43

Finance Committee recommends passage of Article 43.

There has been an error in the wording of the deed instrument. The original intent was to deed the property to the care of Conservation. This article is intended to correct the situation.

Approved April 22, 2008 Minutes of the Finance Committee

Article 44

Voted 4/17/2008

Motion: Fred Churchill moved that the Finance Committee recommend passage of Article 44.

Seconded: Don Davison. All in favor. Motion carries.

Assignment: Susan Fiacco

Finance Committee recommends passage of Article 44.

This article allows the reauthorization of a revolving fund necessary for the Conservation Commission to conduct routine business.

Article 45

Voted 4/17/2008

Motion: Bob Foley moved that the Finance Committee recommend passage of Article 45.

Seconded: Dave Ross. All in favor. Motion carries.

Assignment: *Fred Churchill

Article 45

Finance Committee recommends passage of Article 45.

This article adjust the Wetlands Protection By-Law to conform with the zoning code.

Article 46 - Voted 4/22/2008

Reviewed 4/17/2008

Motion: Fred Churchill moved that the Finance Committee oppose passage of Article 46.

Seconded: Bob Foley. All in favor. Motion carries.

Assignment: *Sandy

Article 46

Article 47 - Voted 4/22/2008

Reviewed 4/17/2008

Motion: Fred Churchill moved that the Finance Committee oppose passage of Article 47.

Seconded: Bob Foley. All in favor. Motion carries.

Assignment: *Bob Foley

Article 47

Article 48 Needs Vote 4/23/2008

No vote taken 4/22/2008

Motion:

Seconded:

Assignment:

Article 48

Stabilization Fund

The Finance Committee recommends passage of Article 48 in the amount of _____

The article allows the Town to add this amount to our reserves for future major expenses.

Approved April 22, 2008 Minutes of the Finance Committee

Outstanding bill

Motion: Sue Robbins moved the Finance Committee approve payment of \$110.31 to Pepperoni Express as presented.

Seconded: Bob Foley. All in favor. Motion carries.

Outstanding bill

Motion: Doris Metivier moved that the Finance Committee approve the payment of \$30.87 as presented

Seconded: Don Davison. All in favor. Motion carries.

Outstanding bill

Motion: Bob Foley moved the Finance Committee approve payment of \$72.95 to Sue Robbins.

Seconded: Don Davison. All in favor. Motion carries.

Outstanding bill

Motion: Bob Foley moved the Finance Committee approve payment of \$28.96 to Sandy Merrill.

Seconded: Sue Robbins. All in favor. Motion carries.

Resignation from the Finance Committee

Fred Churchill submitted his letter of resignation as member of the Finance Committee effective May 20, 2008.

Dave Ross

Point: ballot question

Town Administrator issues, contract expires 4/09

Should the Finance Committee give feedback to the Board of Selectmen on the performance of the Town Administrator?

If anyone wishes to speak, then it should be done individually.

Doris Metivier noted that if the Board of Selectmen would like to ask the Finance Committee for input then there should be an answer.

No one remembers if the Finance Committee has been asked. But there may be questions asked individually.

Adjournment

Motion: Fred Churchill moved that the Finance Committee close the public meeting.

Seconded: Don Davison. All in favor. Motion carries.

The public meeting adjourned at approximately 11:00 P.M.

Respectfully submitted,

Susan M. Fiacco